

Carlos L. Lopez and Associates

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Human Resources and Equal Employment Services (EEO) Services

Special Item Numbers (SINs):

595-28 Social Services

FSC Group 738X

Contract Number: GS-02F-0075W

Updated May 2014



Contract Holder



Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™, a menu-driven database system. The Internet address for GSA Advantage!™ is: GSAAvantage.gov.

Go to <http://fss.gsa.gov/schedules>. Find link to Ordering from GSA Schedules. Find link to Ordering procedures for services requiring a statement of work.

Carlos L. Lopez and Associates and GSA Federal Supply Schedule Information

Schedule Title	Human Resources and Equal Employment Opportunity (EEO) Services
Schedule Number	738 Part X
Contract Number	GS-02F-0075W
Contract Period	December 7, 2014 through December 6, 2019
Contractor	Carlos L. Lopez and Associates
Address	880 Main Street Lincoln, ME 04457
Telephone Number	207-403-9215
Fax Number	207-403-9344
Web Site	www.career-rehab.com
Email Address	carlosllopez@hotmail.com
Contract Administration Source	See above
Business Size and Attributes	Small business Service Disabled Veteran Owned Small Business Minority Owned Business Self-certified Small Disadvantaged Business

1. Awarded Special Item Numbers (SINs):	SIN 595-28, Social Services
2. All SINs Maximum Order:	\$1,000,000.00
3. All SINs Minimum Order:	\$100.00
4. Geographic Coverage (Delivery Area):	Domestic and Overseas
5. Points of Production:	Services performed at contractor's facility or as negotiated
6. Discount from list prices or statement of net prices:	Net prices are included in price list
7. Quantity Discounts:	Not applicable
8. Prompt Payment Terms:	Not applicable
9a Government Purchase Cards less than or equal to the micro-threshold of \$3000.00	Government purchase cards are accepted at or below the micro-threshold of \$3000.00.
9b Government Purchase Cards above the micro-threshold of \$3000.00	Government purchase cards are accepted above the micro-threshold of \$3000.00.
10. Foreign Items:	Not applicable
11a. Time of Delivery	30 days or as negotiated
11b. Expedited Delivery:	Within the required timeframes as established by Government regulations and/or within the period specified in the ordering agency's performance-based statement of work and task order.
12. F.O.B. Point(s):	Not applicable
13a. Ordering Address:	880 Main Street Lincoln ME 04457
13b. Ordering Procedure:	For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) and a sample BPA may be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules)
14. Payment Address:	880 Main Street Lincoln ME 04457
15. Warranty Provision:	The contractor warrants and implies that the services rendered under the contract are merchantable and fit for the particular purpose described in the contract.

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16. Export Packaging Charges:

Not applicable

17. Terms and conditions of Government

In accordance with Government SmartPay program

purchase card acceptance:	guidelines
18. Terms and conditions of rental. Maintenance and repair:	Not applicable
19. Terms and conditions of installation:	Not applicable
20. Terms and conditions of repair parts:	Not applicable
20a. Terms and conditions for any other services:	Not applicable
21. List of service and distribution points:	Not applicable
22. List of participating dealers:	Not applicable
23. Preventive maintenance:	Not applicable
24a. Special attributes:	Not applicable
24b. Section 508 compliance:	Not applicable
25. DUNS Number:	01-392-3441
26. Central Contractor Registration:	Carlos L. Lopez and Associates is registered in the SAM database

Carlos L. Lopez and Associates Introduction

Lopez and Associates was formed in 1998 as a sole proprietorship and has been providing services related to the Social Services field since to local, state, and Federal entities as well as the community at large. We have conducted our business in a professional, ethical, and results oriented manner. Mr. Lopez, who is a service disabled veteran, founded the company in 1998 and has over 25 years of experience in the social services field. In addition, we have included individuals and companies as associates with like philosophies and beliefs in order to provide a wide range of professional and geographic services.

Mission Statement

Lopez and Associates is committed to providing results oriented, professional services for the benefit of our customers and their clients.

Competitive Advantages

Lopez and Associates:

- Is responsiveness to our customers to satisfy their business needs
- Is innovative in its approach to providing services
- Is committed to customer service and satisfaction without sacrificing quality
- Has an established and proven track record of quality services

Our professionals are experienced and qualified to provide the services offered under this schedule. They have the working knowledge of the systems within which they provide services and their results are proven and recognized. Our associates are prepared to at least the Master's level unless otherwise specified. They have the resources to complete the tasks in an above satisfactory manner to meet the requirements of the referring entity as well as their customers.

We utilize current information technology and procedures to ensure the task referral process maintains the integrity, confidentiality, and results required.

VOCATIONAL REHABILITATION

Vocational Rehabilitation – Services address issues relating to an individual's disability and a developed plan for rehabilitation to return to work. Work can be defined as that activity that is designed for their specific capabilities and goals.

Service	Price
Initial Evaluation	\$881.57 per assessment
Assessment of interests, aptitudes, and abilities	\$382.88 per assessment
Transferable Skills Analysis	\$251.89 per assessment
Vocational and Educational Assessment	\$327.43 per assessment

Vocational Case Management – Services address the coordination of professions and services to individuals to facilitate their attainment of their treatment goals through assistance and advocacy

Service	Price
Standard case management	\$125.97 per referral per month
Intensive case management	\$196.48 per referral per month
Interrupted case management	\$226.71 per referral per month

Vocational – Employment Services – Services address the assistance of individuals to prepare for, seek, and obtain suitable employment commensurate with their abilities and interests.

Service	Price
Job Readiness Assessment	\$226.71 per referral
Job Readiness Services	\$881.58 per referral
Job Placement Services	\$1561.80 per referral

Vocational – Educational Evaluation – Services assist individuals who are not clear of their career goals identify and pursue appropriate careers for them.

Educational and Vocational Counseling	\$300.22 per referral
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Vocational – Discrete Services – Services specific to individuals with these related needs.

Service	Price
Computer Aptitude Assessment	\$700.27 per referral
Independent Living Assessment	\$529.04 per referral
Functional Capacity Evaluation	\$755.66 per referral
Learning Disability Assessment	\$1763.30 per referral
Neuropsychological Evaluation	\$1813.59 per referral
Job Coaching Services	\$1244.34 per referral
Job Site Analysis	\$654.89 per referral

Self-Employment Business Plan Assessment	\$2770.93 per referral
Personal Adjustment Counseling	\$95.71 per hour
Assistive Technology Training	\$100.80 per hour
Rehabilitation Engineering Services	\$1183.88 per referral
Orientation Mobility Training	\$1259.41 per referral

BEHAVIORAL AND MENTAL HEALTH

Transitional Drug Abuse Treatment is developed to address referred clients from various referral sources such as the criminal justice system that provides for outpatient substance abuse treatment. Sex offender counseling utilizes evidence-based practices to address cognitive distortions in clients and to proceed through a rehabilitative process to identify their offense cycle, thinking errors, and prepare for relapse prevention.

Residential Recovery and Re-entry services are directed towards individuals who have been released from institutional custody and are in need of halfway house type of services. This service assists them in re-integrating into the community while receiving the support and interventions that are needed for success post-incarceration. Per diem rates are similarly based on the Housing Services listed below.

Professional Counseling – Services cover a spectrum of issues that are addressed and treated by licensed professionals through psychotherapy, psychological evaluation, or treatment.

Service	Price
Individual psychotherapy (Master's level)	\$95.71 per hour
Individual psychotherapy (Doctoral level)	\$110.84 per hour
Family psychotherapy (Master's level)	\$95.71 per hour
Family psychotherapy (Doctoral level)	\$110.71 per hour
Group psychotherapy (Master's or Doctoral)	\$20.15 per participant per group
Stress Management Training	\$95.71 per hour
Substance Abuse Counseling	\$95.71 per hour
Substance Abuse Assessment	\$176.32 per assessment
Substance Abuse Group Psychotherapy	\$25.19 per participant per group
Sexual Assault Counseling (Victim)	\$95.71 per hour
Sex Offender Counseling (individual)	\$95.71 per hour
Sex Offender Counseling (Group)	\$45.00 per participant per group session

Labor Category	Function Performed	Qualifications and Education Required
Program Director	Manages the development and operations of existing and future programs, provides client liaison services for customer relations, and ensures quality of services provided are to the standard identified according to contract expectations	Master's degree with 10+ years of experience in the social services field with management experience. Familiar with Federal government contracting and compliance with Federal and state statutes
Professional Counselor	Provides direct services to clients referred for services. Follows ethical and professional guidelines as specified in state licensing statutes and professional organizational ethical standards. Adheres to recognized counseling techniques in the profession.	Master's degree with a minimum of 4 years of professional experience. Appropriate current state licensure required. Required for maintenance of continuing education units for license currency.
Licensed Psychologist	Provides direct services to clients including appropriate psychological evaluation to clients. Follow ethical and professional guidelines as specified by statutes and professional organizational ethical standards. Adheres to recognized counseling and assessment techniques.	Doctoral degree in psychology and 4 years of professional experience. Appropriate current state licensure required to practice independently. Required currency of continuing education to maintain license.
Vocational Rehabilitation Counselor	Provides vocational rehabilitation counseling services to referred individuals that adhere to the Commission on Certification of Rehabilitation Counselors practice standards	Master's degree in Vocational Rehabilitation Counseling with a minimum of 4 years' experience. Graduate students in their last year of their program may be considered with the approval of the referral agency and supervised by a VR Counseling with CRC certification

Licensed Clinical Social Worker	Provides clinical services as well as clinical supervision to projects and clients assigned. Responsible for clinical supervision of clinicians and is accountable to administration	Master's degree from a Social Work program and licensure from a state to practice independently
Housing Specialist	Provides assistance to clients in order to identify and obtain housing in the community. Advocates for clients and is a liaison between the landlord and tenant.	Any combination of training, education, and experience equivalent to graduation from high school or GED. Good (1-3 years) experience and/or training in the HCV program, and/or special assistance programs (Family Self-Sufficiency, Home Partnership, TBRA, Supplemental Assistance for Families).
Employment Placement Specialist	Provides employment placement and job seeking training services to referred clients. Conducts job placement activities, networks with employers, and advocates for clients who are referred for services.	Bachelor's degree with a minimum of 3 years employment service related experience.
Administrative Staff	Provides administrative support on a given client project and other administrative duties as needed	Associates degree and 2 years' experience. Experience may substitute for educational requirement.